

MINUTES
FOR THE 2010 REDISTRICTING COMMISSION
OF THE CITY OF SAN DIEGO
THURSDAY, NOVEMBER 4, 2010
IN THE COUNCIL CHAMBERS - 12TH FLOOR

CHRONOLOGY OF THE MEETING:

The meeting was called to order by Chairman Anisha Dalal at 4:00 p.m. A moment of silence was observed for Police Officer Chris Wilson who was killed in the line of duty. Chairman Dalal adjourned the meeting at 5:47 p.m. to the next scheduled meeting of the Redistricting Commission on Monday, November 22, 2010 at 4:00 p.m. in the Council Chambers.

ATTENDANCE DURING THE MEETING:

(C) Chairman Anisha Dalal -present

(VC) Vice Chairman Carlos Marquez-present

(M) Ani-Mdivani-Morrow-present

(M) Fred Kosmo-present

(M) Theresa Quiroz-present

(M) David Potter-present

(M) Arthur Nishioka-present

ITEM 2: ROLL CALL

Chairman Anisha Dalal called the roll:

(C) Chairman Anisha Dalal -present

(VC) Vice Chairman Carlos Marquez-present

(M) Ani-Mdivani-Morrow-present

(M) Fred Kosmo-present

(M) Theresa Quiroz-present

(M) David Potter-present

(M) Arthur Nishioka-present

ITEM 3: NON-AGENDA PUBLIC COMMENT

This portion of the agenda provides an opportunity for members of the public to address the Redistricting Commission on items of interest within the jurisdiction of the Commission. Comments are limited to no more than three minutes per speaker. Pursuant to the Ralph Brown Act, no discussion or action, other than a referral, will be taken by the Redistricting Commission on any issue brought forth under "Non-Agenda Comment."

COMMENT 1:

Dr. Allen Chan: Dr. Chan stated that APAC and many citizens in Mira Mesa and Rancho Peñasquitos believe that two of the most populated communities in North City should be included in the new council district. He expressed his belief that these two communities are communities of interest and have similar developmental histories. Their familial, educational, social economical, recreational and spiritual ties are intertwined and should be placed in one district. Dr. Chan presented a proposed map to keep Mira Mesa, Rancho Peñasquitos, and Kearny Mesa in one district.

COMMENT 2:

Mitz Lee: Ms. Lee spoke in behalf of the Mira Mesa Town Council Subcommittee on Redistricting and expressed the community's desire to ensure that the Mira Mesa Community not be divided during the redistricting process and should be considered as the heart of the new 9th Council District.

COMMENT 3:

Deven Patel: Mr. Patel spoke on behalf of the Asian Pacific Coalition and submitted a proposed map for the new 9th Council District. He urged the Commission to keep Rancho Peñasquitos, Mira Mesa, Miramar, and Kearny Mesa in one District.

ITEM 4: APPROVAL OF COMMISSION MINUTES:

Approval of the Commission minutes for the meeting of October 21, 2010.

It was requested that Item 7 of the Minutes be corrected to replace the word "Chair," "Chairman" to "Commissioner" in four instances.

Correct the spelling of Commissioner Quiroz name from "Teresa" to "Theresa."

Motion by Commissioner Nishioka to approve the Minutes with the corrections as requested, Second by Commissioner Quiroz. Motion is unanimously approved.

ACTION ITEMS

ITEM 5: SUBCOMMITTEE REPORTS

BY LAWS SUBCOMMITTEE

Commissioner Nishioka thanked staff for providing document transcription and stated that the subcommittee met and suggestions were made and corrections of typographical mistakes were noted but essentially the base of the 2000 Redistricting Commission Bylaws and procedures were used. The date was changed and the number of Council Districts from 8 to 9 was changed. The subcommittee worked with the City Attorney to strengthen the Brown Act procedures and insert some items to keep tally of attendance at public meetings and archiving operational information for the benefit of the next redistricting commission.

Commissioner Quiroz suggested that on page 5 of 5, Item 7, at the end of the sentence; add “other than the time and date of upcoming meetings.”

Commissioner Nishioka requested that on page 3 of 5, on the second line, add “her attention.” Page 4 of 5, Article 5, Section 1, should read, “Decision of comportment or action of the Commission will be by majority votes of the members representing a quorum attending the meeting.” “Representing a quorum” should be in parenthesis.

A discussion was had regarding Section 6 of the Bylaws “Independent Discussion.” The City Attorney was directed to bring back language to the next Redistricting Commission Meeting for Section 6 regarding initiating conversation independently about redistricting and offering opinions about redistricting matters outside of the public hearings; and on Section 7, regarding websites and social networking sites.

HIRING SUBCOMMITTEE

Timeline for Hiring Staff

Commissioner Quiroz gave a report on the time frame for hiring staff. Commissioner Quiroz expressed the importance of having someone in place by January 1, 2011, which she felt was the best time-frame for fulfilling the Commission's goals. The subcommittee compiled a job description for the Chief of Staff. The Subcommittee desired to have an assistant to the Chief of Staff as soon as possible and requested to be given the authority to compile a job description for the assistant to the Chief of Staff.

Commissioner Quiroz went through the timeline as follows: Tomorrow the job description will be posted if approved. There will be under a month to accept the job applications. The subcommittee will review the applications and choose ten. Any Commissioner may review the applications. A meeting of the Commission will be held to review the applications and determine which are chosen for interview. If necessary, the final interview will be held in the week of December 17th.

Mr. Walker stated that the time frame will also be based on the outcome of what will be available in terms of resources and any setbacks that might be created by authorization. He checked with the City Attorney's Office and by the Charter the Commission is allowed to hire the Chief of Staff. Because of the holidays, Human Resources is available to assist in the hiring process and they would like to participate in providing support. It will be subject to what's available in the timelines.

City Attorney Spivak commented that on the December 10th timeline, the final sentence says the subcommittee would have authorization to hire one of the applicants. The Charter is very clear that you need five votes to actually appoint the person so the City Attorney recommends a change to that language so the subcommittee might have authorization to recommend who it might be, but the actual appointment would have to come from the full Commission with five votes.

Commissioner Quiroz stated that the Subcommittee would have to meet sometime in the week of December 17th to the 20th and come forward with a recommendation to the Commission.

Commissioner Quiroz stated that the Subcommittee created a job description and is in a difficult position in that the Commission will be hiring this person, but they are going to be a City employee so the job description is done in the way the City writes up its hiring notices.

Mr. Walker stated that the Human Resources Department reviewed the draft and had one recommendation on the second page where it states that employment is from -- they recommend it state, "The term of employment will be from January 2011 through December 2011."

City Attorney Spivak had a suggestion regarding the draft. Ms. Spivak recommended that where it talks about the term of employment and the line that says, "The position will remain in effect until any and all legal referendum challenges have been resolved," that it be changed to say that it states in the City Charter that the Chief of Staff shall serve at the Commission's pleasure.

Chairman Dalal suggested that on the second page, page 2 of 3, add strong leadership/management/supervisory skills.

Motion by Commissioner Quiroz to approve the timeline as amended. Second by Commissioner Potter. The Motion is unanimously approved.

Motion by Commissioner Quiroz to authorize the Subcommittee to write a draft of the job description for the Executive Assistant. Second by Commissioner Marquez. Motion is unanimously approved.

BUDGET SUBCOMMITTEE

Chairman Dalal made the presentation and explained that the budget was broken up into Fiscal Year 2011 from December through June 30th, 2011 in the first column. The second column is the project cost for Fiscal Year 2012, which is July 1st, 2011 through December 31st, 2011. It was broken up into staffing costs, consulting and legal services, consulting for mapping and outreach services, interpretation services, signs and for City Clerk support. Also included in the presentation were items for non-personnel expenses related to office supplies and office expenditures. There was also an accounting for contingency reserves in case additional costs arise. The goal is to stay within the budget of \$500,000.

Mr. Walker explained the process for the budget and requesting funds for Fiscal Year 2012. Mr. Walker stated that the City is looking for ways to fully mitigate the costs. Mr. Walker stated that he is working with Financial Management to ensure that the funds are secured for Fiscal Year 2011 and 2012.

Commissioner Nishioka requested an accounting of the expenditures to ensure the Commission is staying within their budget.

Mr. Walker explained that he could provide that information on a periodic basis as requested by the Commission. Mr. Walker recommended that it be provided on a monthly or bi-monthly basis.

Vice Chairman Marquez and Chairman Dalal discussed the budget item for one consultant which would be a mapping and outreach services consultant. Commissioner Marquez commented that the prior commission had a community liaison consultant. Chairman Dalal expressed concerns that there would be periods of time when the work may be slow and not much to do and felt that it would be in the best interest of the Commission to be conservative and not get locked into a fuller, part-time position where someone is receiving benefits and this is why it was put together as mapping and outreach services, and thought the amount of \$45,000 for Fiscal Year 2011 would be sufficient.

Mr. Walker stated that as part of the recommendations of the prior commission, they recommended that the technical specialist not be dedicated to full-time service. As regard to the outreach, there was not a lot of detail regarding their involvement as full-time. An additional change needs to be added to the budget regarding the advertising and noticing. The amount will have to be adjusted up from the 300 estimated value times five RFPs to 600 times five. So we're looking at \$3,000 instead of \$1,500. The adjustment will be absorbed as part of the contingency.

Commissioner Nishioka asked about the City's policy relative to college student interns working on a specific project. City Attorney Spivak stated that she did not know and would get the information.

Chairman Dalal stated that this is a discussion item and will return on November 22nd to make a formal motion.

The Commission discussed the software needs and Vice Chair Marquez asked about the timeline for the RFP for the software.

Mr. Walker stated that the timeline will start after the census is out and the Commission can look into the software and consultant needs. Mr. Walker explained that the budget does include the estimated purchase of the software and some consultant support related to the software. If the Commission desires to consolidate the two line items into one dealing with the software acquisition regardless of how it's going to be broken down, it is the option of the Commission.

PUBLIC COMMENT

Douglas Johnson stated that he is a redistricting consultant. He discussed software and the current costs of the software and license.

ITEM 6 THE PUBLIC ENGAGEMENT PLAN

PUBLIC COMMENT

Douglas Johnson, President of National Demographics Corporation stated that public engagement is really the key and stated that it was important to combine public engagement and technical consulting. Mr. Johnson recommended that the Commission look at what the Coastal Commission does as far as the communication issue. He made a recommendation that in Section 6 of Article 4 could be read to ban closed sessions with the attorney, so instead of “public meetings of the Commission,” he suggested it be “meetings with the Commission.”

Commissioner Quiroz suggested that the Commission needs to address the issue of what redistricting means to the public and why they should be involved. Ms Quiroz stated that once the website is set up there needs to be something available to the public if they want information on the next meeting or agenda.

ITEM 7 2011 CALENDAR

Chairman Dalal stated that it is important to map out the monthly goal and scope of work and suggested the best way to go about doing that is to create a Subcommittee to look at this. She stated that it might be best to have a month-by-month report with two or three key goals the Commission wishes to accomplish in order to be proactive and efficient.

Motion by Chairman Dalal to form a subcommittee to look at the scope of work and create two or three goals for each month in 2011. Second by Commissioner Quiroz. Motion is approved unanimously.

Motion by Commissioner Mdivani-Morrow to appoint Chairman Dalal as the chair for the subcommittee. Second by Vice Chairman Marquez.

Chairman Dalal requested volunteers for that subcommittee and selected Commissioner Potter, and Commissioner Mdivani-Morrow.

ITEM 8 WEBSITE ISSUES

Mr. Walker made the presentation. He stated that he worked with the IT group, and the web team. He thanked them, the City Clerk’s office and City Attorney’s Office. Mr. Walker informed the Commission that the website is in a draft form and sitting in a staging area because he wanted to make the presentation and give the Commission an opportunity for input.

Mr. Walker pointed out a new e-mail address for the Redistricting Commission that was established to be able to communicate with the community so correspondence can be sent to one location.

The draft website will include the e-mail address, phone number, and location. Mr. Walker suggested having a website subcommittee go over the pages. Mr. Walker navigated through the tabs and provided information to the Commission.

Commissioner Nishioka commended Mr. Walker on a preliminary job. He requested that the City Clerk remove the stale documents on their website, such as the commissioner applications for these positions as they are no longer relevant.

Mr. Walker stated that this website will be the staging ground for all the links for whatever is available for the Redistricting Commission. He stated that he would add the application forms somewhere so they may be available ten years from now, if needed.

Commissioner Nishioka wanted to make clear to those that go to the City Clerk's website that the information shall come from the Redistricting Commission as opposed to the City Clerk.

Mr. Walker recommended that the subcommittee review the draft website so it can go live.

Motion by Vice Chairman Marquez to establish a subcommittee to review the website and give input. Second by Commissioner Nishioka. The motion is approved unanimously.
Motion by Commissioner Quiroz to nominate Vice Chairman Marquez as the Chair of the Website Review Subcommittee. Second by Commissioner Nishioka. The motion is approved unanimously.

ITEM 9 STAFF REPORTS

Mr. Walker reported that an office location for the Redistricting Commission has been identified. It is located in the Executive Complex and is a private three-office space. With the assistance of the Real Estate Department the location was secured without a lease, or rent costs. The furniture has already been identified and once the budget is set and approved, to be expended from, the office space will be established as the home base.

The space is a leased space from the City's Master Real Estate Lease Plan. Real Estate owns the contract, but it is leased office space and not a City-owned facility. The lease is secured for at least the year.

Mr. Walker reported on the meeting sites available to the Redistricting Commission and also attached the information as part of supporting documentation provided. Mr. Walker

recommended that meetings be held within the City Administration Building for purposes of cost savings, equipment, sound, and video. Mr. Walker also recommended City Library locations. Mr. Walker stated that he would look at the Metropolitan Wastewater facility as a meeting location.

Commissioner Nishioka asked what had happened to the software and equipment that was used by the 2000 Redistricting Commission.

Mr. Walker reported that he researched the issue but was unable to find any software or equipment that had been used by the previous Redistricting Commission it may have been absorbed or discarded.

Chairman Dalal asked how much notice was needed to schedule a meeting at a library location.

Mr. Walker responded that he would check and report back.

ADJOURNMENT

Chairman Dalal adjourned the meeting of the 2010 Redistricting Commission at 5:47 p.m. to the next meeting of Monday, November 22, 2010 at 4:00 p.m. to be held in Council Chambers.

Esther Ramos
Legislative Recorded
City Clerk's Office